

NAME

OFFICE

TL

ADMINISTRATION DIRECTORATE REVIEW: TRENDS AND HIGHLIGHTS

Evaluation

Course Objective

The objective of this course is to update DDA Carrerists' awareness and understanding of current activities, problems and trends in the Administration Directorate and its components.

1. Please indicate on the scale below the degree to which the course met its objective.

Slight						Highly Satisfactory
1	2	3	4	5	6	7
/	/	/	/	/	/	/

STATINTL

2. Given your present assignment, what segment of the course did you find most useful? Least useful?

visit to Cominos

ODP presentation,  
Records Management

3. Please describe how the course benefited you.

By reminding me "Whats it's all about". So often we become focused in our thinking and our immediate office/responsibilities that we forget we are a part of a larger whole.

4. What suggestions do you have for improving this course?

Perhaps less emphasis on the "level" of the speaker and more on his speaking ability.